

	Eastern Regional Advisory Committee (RAC) Meeting May 20, 2008 Minutes 9:00 a.m. - 12:00 p.m. Chesapeake Community College	
Agenda Item	Discussion	Decisions /Follow-up
Welcome <ul style="list-style-type: none"> • Introduction of AIDS Administration Staff and Participants • Review of March's Minutes & Evaluations 	<ul style="list-style-type: none"> • Tim Meagher, Co-Chair, welcomed everyone to the meeting. • Introductions occurred. • Tim reviewed the March 25th RAC meeting minutes. • Carrie Baum Feher stated that new member orientation packets will be ready in September. • Tim reviewed the evaluations from the March meeting. 	New member orientation pkts
Meeting Framework <ul style="list-style-type: none"> • Overview of RAC • Meeting Purpose 	<ul style="list-style-type: none"> • Mary Yancey discussed the reason for RAC meetings. • Mary gave an overview of today's meeting. 	N/A
HIV Care Services <ul style="list-style-type: none"> • Review of HIV Care Priorities • Review of Allocation Formula & Allocations 	<ul style="list-style-type: none"> • Glenn Clark reviewed slides of the HIV Care Priorities and the Allocation Formula for SFY 2009 – Eastern Region. 	N/A
Recruitment Brainstorming <ul style="list-style-type: none"> • Small Group Discussions 	<ul style="list-style-type: none"> • Tim and Mary explained the directions for the activity and asked the participants to get into groups, brainstorm, and record ideas. • Each group shared their ideas and suggestions about recruitment and future meetings. (See attached) 	N/A
HIV Prevention <ul style="list-style-type: none"> • Resource Decision Making • Membership: CPG • HIV Testing Legislative Update 	<ul style="list-style-type: none"> • Claudia Gray reviewed the slideshow presentation about HIV prevention resource decision making, Priority Populations for HIV Prevention, CPG membership, and recent HIV testing legislation. 	N/A
Wrap Up	<ul style="list-style-type: none"> • Tim informed everyone that all their Recruitment Brainstorming comments will be 	

<ul style="list-style-type: none"> • Announcements • Meeting Schedule 	<p>recorded in the minutes however he opened the floor to guests who would like to share now.</p> <ul style="list-style-type: none"> • Announcements were made. • Tim encouraged everyone to complete the evaluations. • 32 attended the meeting today. • The next Eastern RAC meeting is scheduled for Sept16th, Chesapeake Community College 9am - 12pm 	<p>Evaluation results will be shared in the future.</p>
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Childcare Payment Requests: 0

Travel Expense Requests: 1

Eastern RAC Recruitment Brainstorming Session

	Who are we missing?	Why are they missing?	How can we recruit?
Group 1	<ul style="list-style-type: none"> • A lot more charities involved • A lot more youth • More infected people • More family members 	<ul style="list-style-type: none"> • Lack of info • Fear • Men on DL (Downlow) • Never been invited 	<ul style="list-style-type: none"> • Don't know • Flyers out • Word of mouth • Maybe different organizations (like Good Shepards Cambridge) • Invitation
Group 2	<ul style="list-style-type: none"> • Faith Based Organizations • Community Members • Family Members • More clients • Substance abuse counselors • Mental health 	<ul style="list-style-type: none"> • Lack of awareness • Lack of notification • Work schedules • Transportation • Child care needed • Confidentiality being maintained • Lack of education re: RAC 	<ul style="list-style-type: none"> • Different times for meetings • Phone calls • Letters • Ambassadors from RAC out in community • Clients ask family members • CMS-calls, letters to clients • Make clients aware transportation & Childcare reimbursement available • Mailings to Churches & Drs.
Group 3	<ul style="list-style-type: none"> • Choptank Comm. Health • Shore Health • Faith Ministries • Food Pantries/Food Drives • STD 	<ul style="list-style-type: none"> • Not aware Shore Health • Not aware of RAC; faith ministries, food pantries • STD, Mental Health, Addition to request to come 	<ul style="list-style-type: none"> • Formal invitation • And they need to <u>know why</u> they need to come • RAC funding sources-their service available • To gain information of funding sources that may keep their services

	<ul style="list-style-type: none"> • Mental Health • Additions • Consumers 	<ul style="list-style-type: none"> • to meeting • Consumers-confidentiality 	<ul style="list-style-type: none"> • Faith ministries will added • Networking – CPO’s – for how to do funding (grant writing) that would be a benefit • Food Pantries – Formal invitation • Transport and they can see the need • For additions, mental health, STD to be invited to RAC – formal & informal invites • How to recruit consumers; orientations – to question needs – consumer focus
Group 4	<ul style="list-style-type: none"> • Churches – Outreach workers • Community Agencies – Social Services, Joseph House, Shelters, Salvation Army, Referral Resources, Housing Dept (DCHD) • Pharmacists • Primary Care Physicians • CBO’s Choptank Com. Health System 	<ul style="list-style-type: none"> • Time of the meetings due to work schedules • Maintain confidentiality • Really do not understand purpose of RAC meetings and what will be gained by attending the meetings 	<ul style="list-style-type: none"> • Explain in marketing piece and in the handout the purpose of RAC. • Include in handout comments from current members, what they are receiving from the meetings • Offer conference calls-to cover if someone is ill, concerned about childcare or confidentiality • Information articles to newspapers – Star Democrat, Daily Banner • Have open forum in evening (6pm – offer light dinner) or have open forum in day time and evening session. Evening session would be an opportunity. Send personal invitation & follow up calls
Group 5	<ul style="list-style-type: none"> • Political leaders – state and local • Major Medical systems (Shore Health/UMMS, Peninsula Reg. Med Center, Anne Arundel MC) • Church groups/Religious Leaders • More consumer • Family and friends of consumers • Academic institutions; UMES, Washington College, Salisbury Univ., Ches. College • Youth • Youth service providers • Social service providers • Corrections/local detention centers • CTR staff • AHEC – area health education centers 	<ul style="list-style-type: none"> • Don’t think they know we exist • Too much of program and service reports. Need more form consumers, “real world” topics • Too much govt. jargon • People who attend can’t relate to where they fit in the process • No orientation for new members or guests • Fear of the unknown • Lack of advertising or formal recruitment efforts • Transportation 	<ul style="list-style-type: none"> • Network with local medical societies, medical advisory committees, etc. • More health officer involvement • RAC representatives need to do more outreach • Programs that receive prevention funding should be required to attend • Find & follow through on the process for inviting political leaders(ex. Is there a protocol for inviting state elected leaders) • Send minutes out with invitations – broaden the mailing list • Utilizing media outlets ex. Post meeting press release

		<ul style="list-style-type: none"> • Meeting dates/times • Not mandatory for prevention staff to attend 	
Group 6	<ul style="list-style-type: none"> • Churches, providers, consumers, and family, young people 	<ul style="list-style-type: none"> • May not know • Transportation • If I come, who will I see? 	<ul style="list-style-type: none"> • Benefits • Offer incentives • To get school involvement • High school-volunteer • Prescription insert • Clinics – mental clinic • Contact – Choptank or Delmarva Power • Public Access TY (PAC) – Community reminders • WBOC • Church bulletins • College students – orientation packets • Coupon for free HIV testing in Money mailer

The statements are recorded exactly as written